

charitable contributions, con't.

sample receipt forms

contribution greater than \$75 goods or services returned to donor

This acknowledges receipt of the following described property from you as a charitable contribution made on {date}, 20__ : {Describe the cash or property given. }

We have provided you with goods or services in exchange for this contribution. Our estimate of the fair market value of these goods or services is \$____. This means the net amount of your contribution, which may be a charitable contribution for federal income tax purposes, is \$ ____.

We are required by law to provide this information to you. The charitable deduction is limited to the excess, if any, of your contribution over the value of the goods or services provided to you.

Please retain this document for your records. It is an important document necessary for any available federal income tax deduction for this contribution.

(Name of your PTA) _____

Authorized Signature _____

Date _____

contribution of cash no goods or services returned to donor

This acknowledges receipt of the following described property from you as a charitable contribution made on {date}, 20__ : Amount \$____.

We have not provided you with any goods or services in exchange for this contribution. Please retain this document for your records. It is an important document necessary for any available federal income tax deduction for this contribution.

(Name of your PTA) _____

Authorized Signature _____

Date _____